



# CITY OF ATLANTA

## Job Announcement

### CIVIL ENGINEER, SENIOR

**STARTING SALARY: \$48,206**

(Negotiable up to \$70,379)

**Salary Grade: 25**

**Applications Accepted From: June 27, 2005 until vacancies are filled or until July 29, 2005**

#### **Minimum Job Requirements\***

Applicants for this position must have a Bachelor's degree in Civil, Structural or Environmental Engineering and have three (3) years of civil engineering experience. Equivalent combinations of training and experience will be determined under prescribed guidelines.

#### **Licenses and Certificates\***

Applicants must possess a valid driver's license at the time of application. A valid Georgia driver's license must be presented for verification at the time of appointment.

#### **Duties of the Job**

This employee prepares and oversees the production of plans and drawings for infrastructure projects; plans, organizes and directs engineering and inspection activities; reviews designs, construction and inspection activities to ensure compliance; prepares cost estimates; prepares specifications and bid schedules; conducts on-site work reviews to ensure compliance with established policies/specifications and full utilization of personnel, materials, and facilities with concern for quality, safety and efficiency; reviews and prepares various reports, charts, and records such as architectural/engineering drawings, budget reports, requisitions, service requests, bid submittals, etc.; meets with engineers, contractors, supervisors and others as deemed necessary to carry out program function and resolve issues of conflict; supervises, directs and evaluates assigned staff, handles employee concerns and problems, directs work, counsels, disciplines and completes employee performance appraisals; etc.

#### **To Apply For This Job**

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Resumes will not be accepted in lieu of applications.

Apply at: Department of Human Resources, 68 Mitchell Street SW, Suite 2107 Atlanta, GA 30303

Phone: (404) 330-6369 [www.atlantaga.gov](http://www.atlantaga.gov) FAX: (404) 658-6157

#### **Affirmative Action/Equal Opportunity Employer**

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

**The hiring authority will contact only those applicants they deem most appropriate for the position within 30 days of the expiration of this bulletin. No other communication will be sent regarding the status of your application.**

**The Examination For This Job Will Consist Of An Evaluation of Applicant Training And Experience.**

\*Verification required prior to appointment.